

Profile
Public Relations position, PBI Colombia Project
Washington DC, USA

Requirements

Education:

Degree in Public Relations or a related field.

Experience:

- Three years of work experience in similar position.
- Experience in development of public relations strategies.
- Experience in developing and maintaining good relationships with the media.
- Experience in dissemination and coordination of information.
- Experience in dialogue with authorities and politicians.
- Experience in fundraising.
- Work experience in Latin America, specifically Colombia.

Skills:

- Excellent communication skills.
- Knowledge of the human rights situation in Colombia.
- Current event analysis.
- Flexible working-hours, including working weekends or late afternoon, and the ability to cope with stressful work conditions.
- Ability to meet deadlines without supervision.
- Competency in the use of Microsoft Office, e-mail, the Internet.
- Editing (texts).
- Ability to work through consensus and in horizontal organizations.
- Global vision of the INGO work, and knowledge of and commitment to the work of PBI Colombia.
- Production of speeches and reports.

Languages:

Fluent English and Spanish, both speaking and writing.